



POSITION TITLE: Marine Technician 1 (MT1) – Entry Level	DEPARTMENT: Service
REPORTS TO: Service Manager	FLSA DESIGNATION: Full Time – Non-Exempt
DATE WRITTEN/REVISED: 05/04/2021	OWNER APPROVAL: Mike Roff
EXECUTIVE APPROVAL: KJ Roff	ASSOCIATE APPROVAL:

POSITION PURPOSE

Marine Technician 1 – Entry Level is classified as someone with less than (3) years’ experience within a boatyard or equivalent and lacks any form of Association or Manufacture certifications. As an entry level technician your main area of focus will be bottom painting, buff & wax, anode replacement, light running gear service as well as light engine and drive services like oil changes. As an MT1 you will also provide support to MT2 and MT3 employees on larger vessel repair projects to gain further knowledge as well as evaluation of future growth. Additional responsibilities will include boatyard and shop maintenance and cleanliness and Parts Department support. You will prepare work pads within the boatyard in anticipation of boat haul outs as well as breakdown and clean up the work pads as the work has been completed and the boat is launched from the work pad. You will also participate in the Parts Department cycle counts and yearend inventory counts.

ESSENTIAL FUNCTIONS

Average % of Time

40% - Bottom Painting & Anodes. You will receive a high level of training on proper procedures in preparing a boat for bottom paint, appropriate scuff levels or how to strip entirely if needed and how to apply barrier coat and/or bottom paint as needed.

30% - Boatyard Support. This position supports the safety and compliance of our employees as well as our general boatyard permit. You will perform Ecology walks to ensure compliance, set up and tear down work pads, general boatyard, and shop cleanliness as well as light maintenance of equipment. You will assist MT2’s and MT3’s as they sea trial vessels and use heavy machinery like a forklift to move boats around the boatyard, to and from the haul out. You will aid the Parts Department in inventory cycle counts as well as yearend inventory counts.

20% - Mechanical / Electrical / Finishing Support. This position supports all departments within the boatyard operation; MT2 and MT3 Technicians, Electrical as well as Paint & Fiberglass. You will provide assistance as directed by your Service Manager to aid in larger scale repairs to MT2’s and



MT3's. You will be expected to be attentive, responsive, and supportive to the MT2 or MT3 that you have been assigned to. You will take this time as a learning opportunity and listen and do as directed while retaining the information on learning proper technique for future advancement opportunities.

10% - Light Maintenance. You will receive training, support and supervision in engine and drive preventative maintenance like oil changes, fuel filter replacement, air filter replacement, proper zerck and ball joint lubrication, drive oil replacement, water pump impeller replacement, prop removal and installation.

SUPPORTIVE FUNCTIONS

In addition to the performance of the essential functions, this position may be required to perform a combination of the following, with a percentage of time performing each determined by a Manger based on the requirements and needs of the company.

- Participate as a Team Player with all Departments. We work in a high paced environment and do our best to prepare accordingly. From time to time, you may be pulled from a job to support another Technician. The ability to be flexible with your time, nimble with your movements and pivot when needed is required.
- Inventory and Supply Management. Most parts will already be requisitioned for you and listed on your RO. It is your responsibility to Pick Up the parts you need to do the job, confirm they are accurate and return any remaining parts as soon as the job is complete.
- Labor Budgeting. Labor budgeting is done by the Service Manager. From time to time, things get missed and we will rely on our team to review each job and its budget before beginning the work. Should you come across a discrepancy between the estimate and your scope of work, it is your responsibility to notify your manager of your findings for further evaluation.
- Housekeeping & Maintenance. It is every individuals responsibility to clean up after themselves. Once a week we do a deeper clean on the boatyard, shop, parts room, lobby, and offices. This involves disinfecting surfaces, trash removal, bathroom cleaning, dusting, light bulb replacement and equipment cleaning.
- Safety. You are accountable for maintaining a safe working environment and adhering to the Marine Services Group Accident Prevention Program. You will be required to be certified on the forklift before usage, even if you have an existing certification.

SPECIFIC JOB KNOWLEDGE, SKILLS AND ABILITIES



Associate must possess the following knowledge, skills and abilities and be able to explain and demonstrate that he/she can perform the essential functions of the position, with or without reasonable accommodation, using some other combination of knowledge, skills, and abilities:

- Speak, read, write, and understand the primary language used in the workplace.
- Exceptional communication skills, both verbal and written.
- Excellent interpersonal skills.
- Critical Thinker.
- Knowledge of all departments within the company and their specific functions.
- Ability to establish and master goals.
- Ability to act independently with minimal or no direct supervision.
- Exceptional organizational skills.
- Exceptional time management and multi tasking skills.
- Knowledge of how to operate and use a computer and or tablet.
- Exceptional math and computation skills to include fractions and decimals using various forms or measurements and measuring tools.
- Experience with safe shop practices and general equipment and tool safety.

PHYSICAL DEMANDS

- Most work tasks are performed outdoors in the natural weather elements. Temperatures can vary throughout the year based on the seasons and weather patterns. Rain gear and sunglasses are essential equipment you will need.
- Must be able to be on your feet up to eight (8) hours a day, walking and standing. Some sitting while performing repairs within an engine compartment but also to include squatting, bending, and stretching. This is a physical job.
- Must be able to maneuver through the shop as well as boatyard safely. Heavy equipment is constantly in use throughout the boatyard.



- Must be able to lift up to 75 lbs. occasionally, sometimes more with the assistance of others.
- Requires writing, grasping, sitting, walking, repetitive motions, listening and hearing ability, and visual acuity.
- Must be able to work and view from a computer monitor for small periods of time throughout the day.

QUALIFICATION STANDARDS

Education

High School Diploma or Equivalent Preferred.

Experience

Previous experience in a boatyard or marine repair/build environment where basic hand tools and equipment were used is preferred.

Licenses or Certificates

Valid, WA State Driver's License with clean driving record required.

WA State Boaters Card Preferred, you will be required to attain within 90 days of hire.

Grooming

All associates must maintain a neat, clean, and well-groomed appearance per company standards. You will be provided company branded apparel and are expected to launder regularly.

PAY RANGE & CAREER GROWTH OPPORTUNITIES

The pay range for this position is \$15/hr to \$19/hr and is based on direct experience working in a boatyard, on or with boats in a mechanical role, systems installations, or similar type environment.

Career advancement opportunities are based on experience and certifications. You must be in the industry for two (2) years before you can attain an ABYC certification. Once you have demonstrated an interest in a specific field like; Gas, Diesel, Systems, Electrical or Composite, MSG will cover all costs of the certification. Once you have received an Association or Manufacture certification and can meet the requirements of an MT2 (see MT2 job description for details) and a MT2 position is available within any of MSG's companies you will be considered for advancement.